

CSRS Overview

INTRODUCTION

ABC-C MISSION: Provide a full range of benefit & entitlement services to all Department of Army serviced employees through a centralized automated center.

ABC-C SERVICES: Provide advisory services and processes transactions for:

Federal Employees Health Benefits (FEHB)
Federal Employees' Group Life Insurance (FEGLI)
Thrift Savings Plan (TSP)
Retirement (FERS & CSRS)
Survivorship (Death Claim Processing)

Civilian Soldiers

ABC-C AUTOMATED SYSTEMS

EBIS - Web Based

- Customer-friendly
- Available 24 hours a day
- Secure site
- Ability to read at convenience
- Ability to print screens of information
- Can process benefits transaction without counselor assistance
- Ability to print benefit forms

Civilian Soldiers

SUPPORTING AMARI

ABC-C AUTOMATED

IVBS STelephone

- Can connect with a counselor if needed
- Available to those without computer access
- Requires use of SSN and PIN only
- Can process benefit transactions without counselor assistance
- Can receive faxed back copies of documents (e.g. FEHB enrollment form, Info Sheets, etc.)
- Counselors are available 12 hours a day
- Automated systems available 24 hours a day

Civilian Soldiers

COUNSELOR ASSISTED CALLS

1 JANUARY - 31 DECEMBER 2006

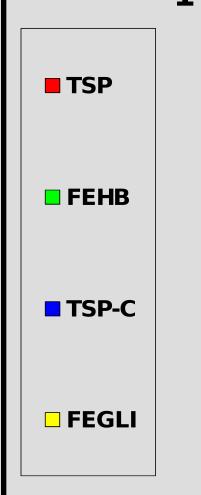
86,549 Total Calls
Average Answer Time: 24 Seconds
Average Call Length: 8 Minutes 40 Seconds
Average Wrap-Up Time: 2 Minutes 29
Seconds

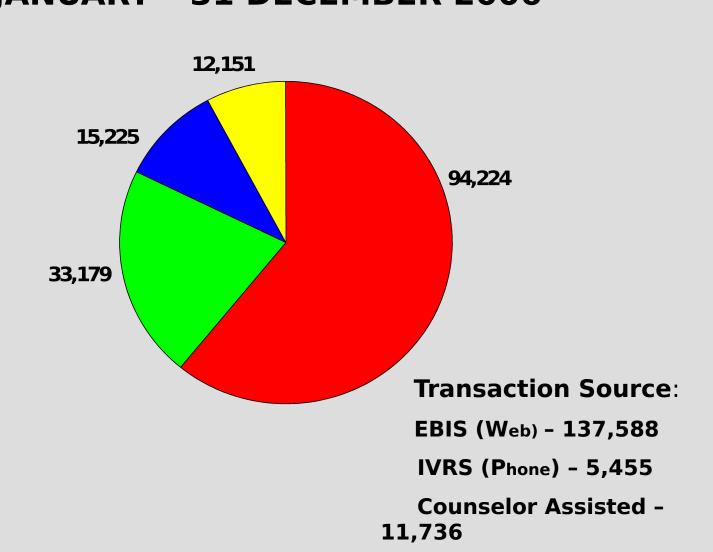
ABC-C Benefit Counselors are available from 6:00 a.m. to 6:00 p.m. Central Time, Monday - Friday

Peak Call Times are between 8:00 a.m. and 2:00 p.m.

Civilian Soldiers

SUMMARY 1 JANUARY - 31 DECEMBER 2006





Civilian Soldiers

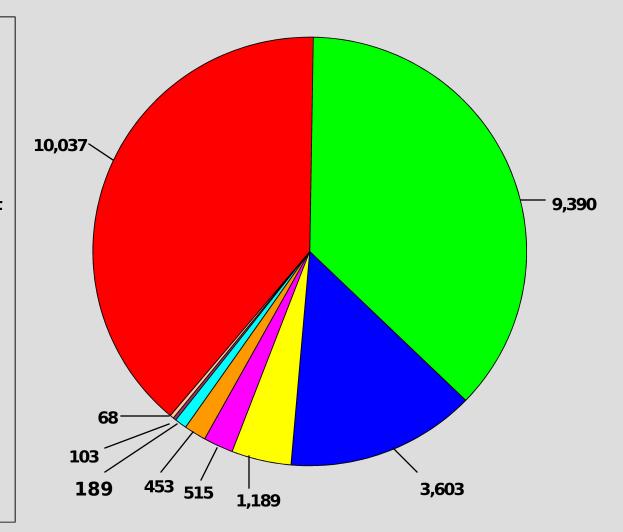
Total Transactions =

PRODUCTION SUMMARY

1 JANUARY - 31 DECEMBER 2006



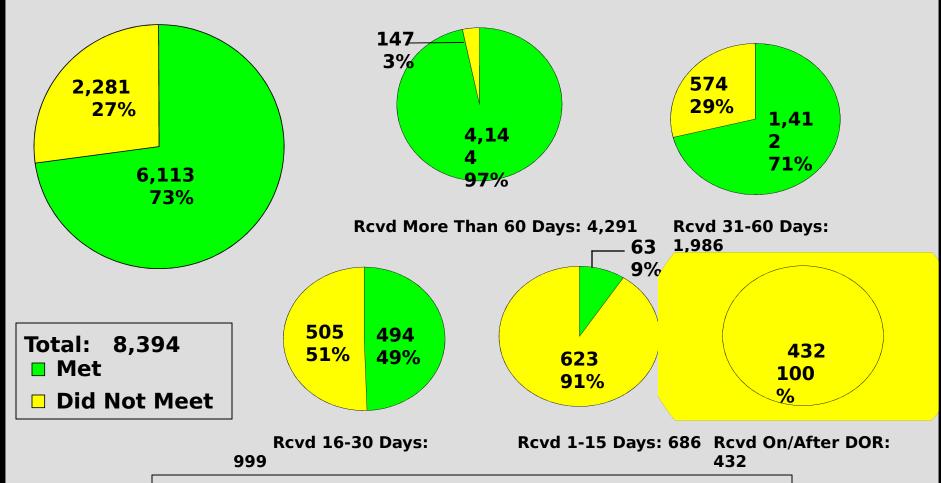
- Retirements & Disabilities
- Post 56
- Deposit/Redeposit
- **□ TCC**
- Death Actions
- □ Family Member Death
- **TSP Make-Up**
- **□** FEGLI



Civilian Soldiers

RETIREMENTS SENT TO PAYROLL

1 JANUARY - 31 DECEMBER 2006

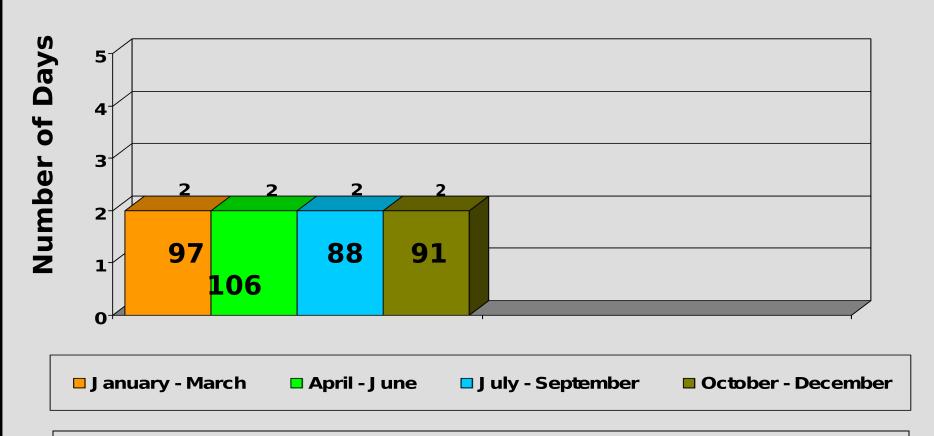


Goal: Complete retirement package NLT 5 <u>working days</u> prior to DOR.

Civilian Soldiers

DEATH CLAIM PROCESSING TIME

1 JANUARY - 31 DECEMBER 2006

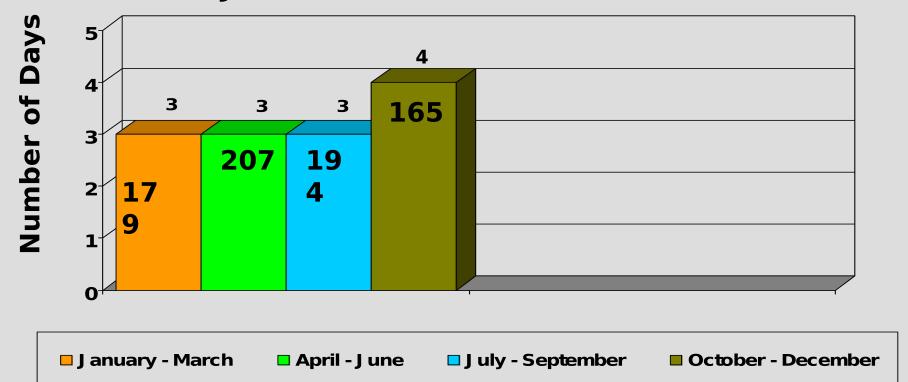


Goal: Complete NLT 5 <u>working days</u> after survivor signs and dates death benefits claims.

Civilian Soldiers

DISABILITY CLAIM PROCESSING TIME

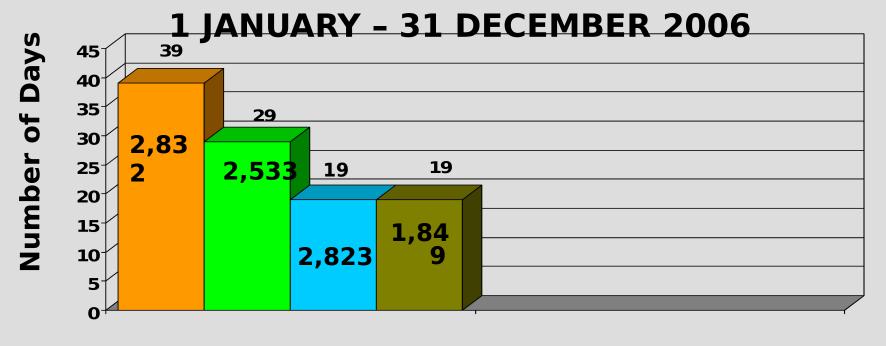
1 JANUARY - DECEMBER 2006



Goal: Complete NLT 5 working days following receipt of all documentation.

Civilian Soldiers

RETIREMENT ESTIMATE PROCESSING TIME





Goal: Complete 14 days following receipt of estimate request.

Civilian Soldiers

CONTINUING CHALLENGES

- Last Minute VERA/VSIP approvals
- Late submission of retirement packages
 - Direct correlation between packages submitted less than 30 days of DOR and inability to meet timeliness goals
- Federal Erroneous Retirement
 Coverage Corrections Act
 (FERCCA)
- Aging Workforce

Civilian Soldiers

SUCCESS STORIES

- Customer Wait Time to Speak with a Counselor
- Site Assistance Visits
- Partnership with DFAS
- Video Tele-Training (VTTs)
- Employee Retirement Guide
- New Employee Flyer
- Access for Separated Employees
- Reduction in scripts before accessing a counselor
- Interactive Customer Evaluation (ICE) feedback



Civilian Soldiers

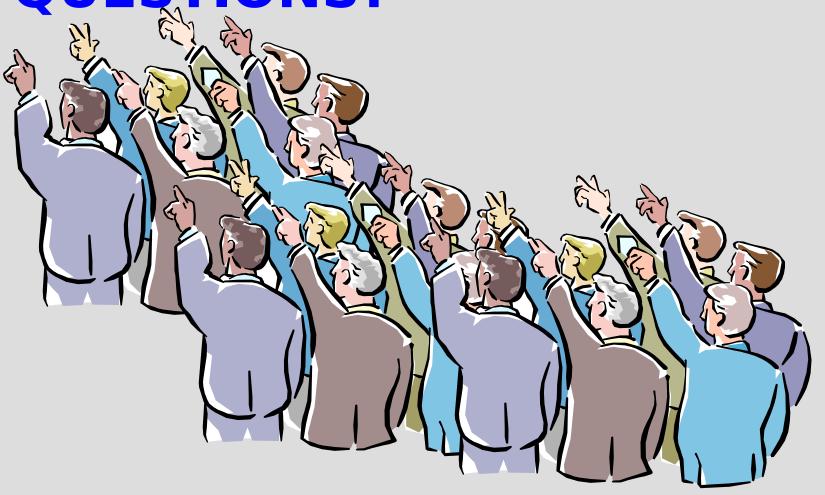
ON THE HORIZON

- Electronic Estimates
- Access for Non Appropriated Fund (NAF) employees

- Web Cam Training
 - New Employee
 - How to Fill out Retirement
 Forms
- FEHB Centralized Enrollment Reconciliation Clearinghouse (CLER)

Civilian Soldiers

ANY QUESTIONS?



Civilian Soldiers

CSRS RETIREMENT OVERVIEW



ARMY
BENEFIT
S
CENTER—
CIVILIA

Civilian Soldiers

RETIREMENT DECISIONS



Civilian Soldiers

CIVILIAN DEPOSIT/ REDEPOSIT

CSRS



Civilian Soldiers Supporting A

merica's Soldiers

SERVICE?

- Any period of creditable service during which retirement deductions are not taken
- Generally, non-career time such as temporary or indefinite service
- Also known as non-deducti service

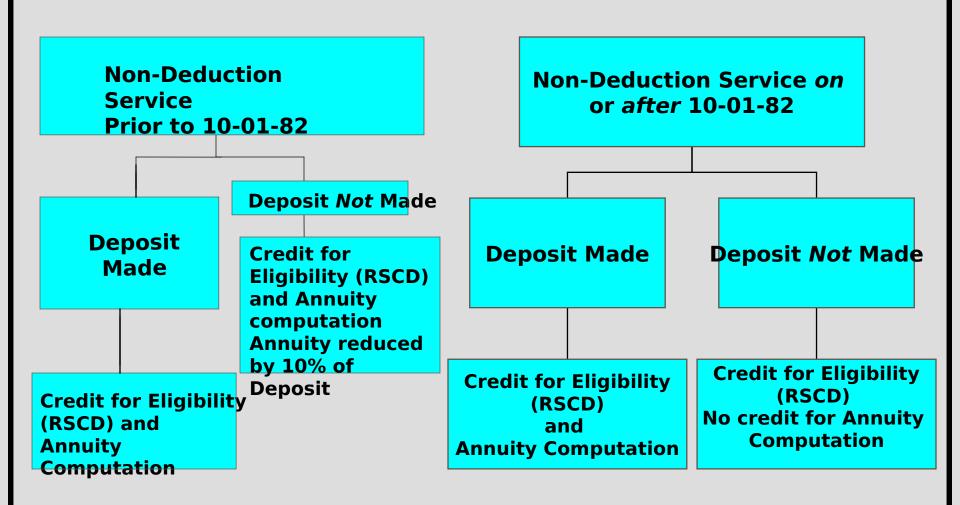
Civilian Soldiers

DEPOSIT SERVICE

However, it can also be service that was not considered Federal employment at the time it was performed, but for which a subsequent change in law now allows credit for retirement annuity computation purposes. **Amount of Deposit: 7% of earnings + Interest** *Interest will vary by the date service was performed

Civilian Soldiers

DEPOSIT SERVICE



Civilian Soldiers

WHAT IS REDEPOSIT SERVICE?

• A sum of money paid into the Fund by an employee or survivor to cover a period of service during which deductions were withheld but later refunded under CSRS PRECE BESIT = Amount of refund plus interest

Note: Redeposit may be made before or after retirement.

Civilian Soldiers

REDEPOSIT SERVICE

Career Appointment

Contribution s *Not* Refunded

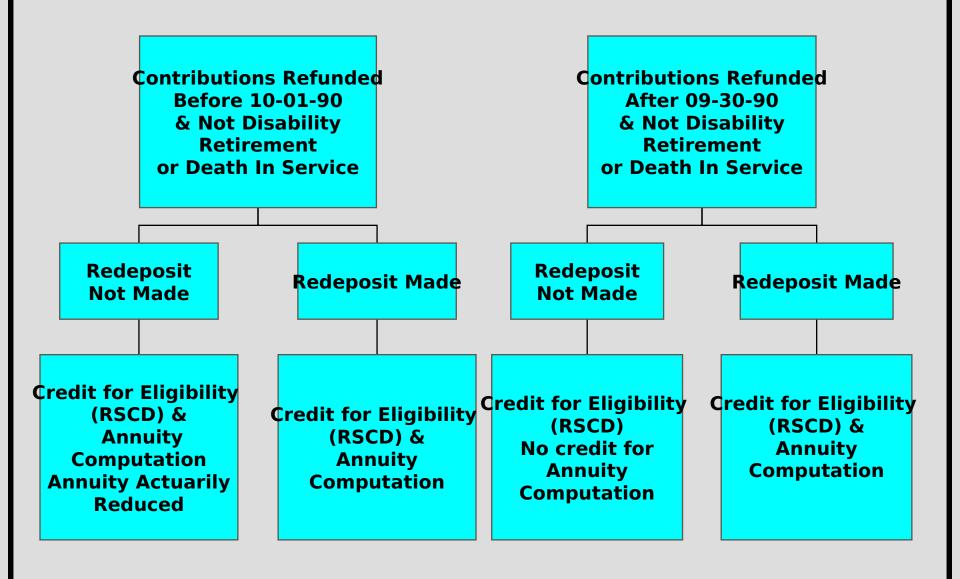
Credit for Eligibility (RSCD) and Annuity Computation

Contribution s Refunded

Redeposit made

Credit for Eligibility (RSCD) and Annuity Computation

REDEPOSIT SERVICE



MILITARY DEPOSIT

CSRS



Civilian Soldiers Supporting A

merica's Solgiers

PRE 01-01-57 MILITARY SERVICE

No deposit required for creditable military service performed prior to 01-01-57



Civilian Soldiers

CREDIT FOR POST-56 MILITARY SERVICE

IN RECEIPT OF MILITARY RETIRED PAY

Based on Non Combat Disability
or Service

Based on Combat Disability or Chap 67, Title 10 (Reserves)

No Credit unless Military Retired Pay is waived Hired Before <u>or</u> After 10-01-82? See Next Slide

CIVILIAN SERVICE CREDIT **FOR POST-56 MILITARY**



SHANARINA AMARI

credit

at age

62

Require

d

Amount of Deposit:

7% of base pay earned + interest

(Interest will vary by the Civilian Soldier date service was performed)

RETIREMENT REQUIREMENTS



Civilian Soldiers

GENERAL ELIGIBILITY REQUIREMENTS

- Have at least 5 years of civilian service with the Federal government
- Have been employed under CSRS for at least 1 year out of the last 2 years preceding your final separation from Federal employment
- Must separate from a position subject to CSRS coverage

Civilian Soldiers

OPTIONAL RETIREMENT

Eligibility requirements for Voluntary
Retirement:
Age 55 with 30 years of service
Age 60 with 20 years of service
Age 62 with 5 years of service

- Must have at least 5 years creditable civilian service
- Military service or sick leave may not be used to reach the 5 year rule

Civilian Soldiers

OPTIONAL RETIREMENT

- Annuity starts the day after your retirement if your retirement is effective on the last day of month or the first three days of month.
- Annuity starts the first day of following month if your retirement is effective after the third day of month.
- Best date to retire for annuity purposes is either the last day of the month or the first three days of the following month.

Civilian Soldiers

VOLUNTARY EARLY RETIREMENT AUTHORITY (VERA) EMPLOYEE ELIGIBILITY REQUIREMENTS:

- Age 50 with 20 years of creditable service
- Any age with 25 years of creditable service

EFFECT ON EMPLOYEE BENEFITS:

2% reduced annuity for each year under

Civilian Soldiers

DEFERRED RETIREMENT

A deferred annuity is payable at age 62 to an individual who separates from service and is not entitled to an immediate annuity:

- At least five years of civilian service
- Must meet the one-out-of-two requirements at the

FEHB and FEGLI will not be reinstated at the time your annuity commences. Your application for retirement is sent directly to OPM.

Civilian Soldiers

JISCUNTINUED

SERVICE RETIREMENT (DSR)

- Must be separated involuntarily except for cause on charges of misconduct or delinquency
- To qualify, you must receive a specific written notice of a proposed involuntary separation from your Agency
- OPM has final approval to dete separation is involuntary for D



Civilian Soldiers

SUPPORTING AMOR

DISCONTINUED SERVICE RETIREMENT (DSR)

Examples of involuntary separations include:

- Job abolishment
- Reduction in Force (RIF)
- Transfer of function outside commuting area
 - Liquidation of an office or an entire Agency

Civilian Soldiers

CSRS OFFSET

- You will receive a full CSRS annuity at retirement that is computed under the CSRS rules
- HOWEVER, your CSRS Offset annuity will be reduced when you become eligible to receive Social Security benefits
- CSRS Offset annuity is reduced by the portion of your total Social Security benefit that is payable based on Federal service performed after 1983
- If you never become eligible for Social Security benefits based on your own employment, there is no Offset

Civilian Soldiers

CSRS

Example: Employee has 3 years and 8 months of Offset service

The CSRS Offset is determined by taking the <u>lesser</u> of the 2 below computations

Computation #1

Social Security monthly benefit with Federal Offset service..... \$600

Social Security monthly benefit without Federal Offset service. \$550

Difference..\$50

Computation #2

Social Security amount with Federal earnings = \$600 X 4 years* = \$2400 divided by 40 = \$60

*Nearest whole year to 3 years 8 months

Result: The reduction in this case would be based on computation #1, or \$50

UNUSED SICK LEAVE

- Must retire on an immediate annuity
- Added to length of service for computation purposes only
- Additional time computed on the basis of a 2087 hour work week
- May increase survivor annuit

Civilian Soldiers

Chart 2. -- Sick Leave Chart 2087 Hours

Chart for Converting Hours of Unused Sick Leave to Months and Days (See section 50A2.1-3G).

DAYS	1 Day	1 Month	2 Months	3 Months	4 Months	5 Months	6 Months	7 Months	8 Months	9 Months	10 Months	11 Months
0	0	174	348	522	696	870	1044	1217	1391	1565	1739	1913
1	6	180	354	528	701	875	1049	1223	1397	1571	1745	1919
2	12	186	359	533	707	881	1055	1229	1403	1577	1751	1925
3	17	191	365	539	713	887	1061	1235	1409	1583	1757	1930
4	23	197	371	545	719	893	1067	1241	1415	1588	1762	1936
5	29	203	377	551	725	899	1072	1246	1420	1594	1768	1942
6 7 8 9	35 41 46 52 58	209 214 220 226 232	383 388 394 400 406	557 562 568 574 580	730 736 742 748 754	904 910 916 922 928	1078 1084 1090 1096 1101	1252 1258 1264 1270 1275	1426 1432 1438 1444 1449	1600 1606 1612 1617 1623	1774 1780 1786 1791 1797	1948 1954 1959 1965 1971
11	64	238	412	586	759	933	1107	1281	1455	1629	1803	1977
12	70	243	417	591	765	939	1113	1287	1461	1635	1809	1983
13	75	249	423	597	771	945	1119	1293	1467	1641	1815	1988
14	81	255	429	603	777	951	1125	1299	1472	1646	1820	1994
15	87	261	435	609	783	957	1130	1304	1478	1652	1826	2000
16	93	267	441	615	788	962	1136	1310	1484	1658	1832	2006
17	99	272	446	620	794	968	1142	1316	1490	1664	1838	2012
18	104	278	452	626	800	974	1148	1322	1496	1670	1844	2017
19	110	284	458	632	806	980	1154	1328	1501	1675	1849	2023
20	116	290	464	638	812	986	1159	1333	1507	1681	1855	2029
21	122	296	470	643	817	991	1165	1339	1513	1687	1861	2035
22	128	301	475	649	823	997	1171	1345	1519	1693	1867	2041
23	133	307	481	655	829	1003	1177	1351	1525	1699	1873	2046
24	139	313	487	661	835	1009	1183	1357	1530	1704	1878	2052
25	146	319	493	667	841	1015	1188	1362	1536	1710	1884	2058
26	151	325	499	672	846	1020	1194	1368	1542	1716	1890	2064
27	157	330	504	678	852	1026	1200	1374	1548	1722	1896	2070
28	162	336	510	684	858	1032	1206	1380	1554	1728	1901	2075
29	168	342	516	690	864	1038	1212	1386	1559	1733	1907	2081

CSRS and FERS Handbook XXXX, 1997

EXAMPLE: COMPUTING TOTAL SERVICE WITH UNUSED SICK LEAVE

<u>AGE</u>	
2006-12-31	(DOR)

- 1946-12-05 (DOB)

Unused Sick Leave

TOTAL SERVICE

28-09-19

2006-12-31 (DOR)

- 1978-03-12 (Ret-SCD)

Civilian Soldiers

CIVIL SERVICE RETIREMENT SYSTEM

- ✓ GENERAL FORMULA FOR COMPUTING ANNUITY FOR VOLUNTARY RETIREMENT:
- 1.5% X High-3 avg salary X first 5 years of service
- 1.75% X High-3 avg salary X next 5 years of service
- 2.00% X High-3 avg salary X remaining service >
 10 years

(includes unused sick leave)

SIINNARTINA AMARI

Civilian Soldiers

REDUCTIONS DEDUCTIONS

- Age Reduction (VERA/DSR)
- Deposit/Redeposit Service
- Election of Survivor Benefits
- Post-56 Military Service
- Applies to CSRS Employee hired before 10-01-82 known as "Catch 62" if eligible for Social Security

- Health Benefits
- Life Insurance
- Federal Income Taxes



Civilian Soldiers

SURVIVOR ELECTIONS AVAILABLE

Types of Survivor Elections:

CURRENT Spouse
Survivor Annuity
---Full (55% of your annuity)
FORMER Spouse
Survivor Annuity

---Full (55% of your annuity)
Combination
Current / Former

Spouse Survivor
Annuity

Annuity
Insurable Interest
Survivor Annuity

Survivor Annuity--Partial (55% of

amount)

FORMER Spouse Survivor Annuity

---Full (55% of

<u>amount</u>)

Self Only annuity (No survivor benefit)

Civilian Soldiers

SURVIVOR BENEFIT COST / REDUCTION

```
    Cost = 2.5% of base annuity <u>up to</u>
    $3,600 plus
    10% of base
```

annuity over \$3,600

Example: \$22,500 base annuity (Max elected)

$$$3,600 \times 2.5\% = $90 \\ $18,900 \times 10\% = +$$

\$1,890

Reduction/Cost = \$1,980 yearly

*Survivor will receive 55% of base annuity = \$12,375 yearly Civilian Soldiers

SURVIVOR BENEFIT COST / REDUCTION

```
Cost = 2.5% of base annuity <u>up to</u>
$3,600 plus
10% of base
```

Example: \$22,500 base annuity (\$3,600 elected)

annuity over \$3,600

\$3,600 x 2.5% = \$90.00 Reduction/Cost =

\$90.00 yearly

*Survivor will receive 55% of \$3,600 annuity = \$1,980 yearly

SIINNARTINA AMARI

Civilian Soldiers

DISABILITY RETIREMENT

- Disability Retirement Unable to render useful & efficient service because of disease or injury
- Must be in a position covered by CSRS
- Must have a minimum of 5 years creditable civilian service
- Disability annuity IS subject to Federal tax

Civilian Soldiers

DISABILITY RETIREMENT

Submit all regular retirement forms PLUS

- SF 3112A Applicant's Statement of Disability
- SF 3112B Supervisor's Statement
- SF 3112C Physician's Statement
- SF 3112D Agency Certification of Reassignment & Accommodation Efforts

Civilian Soldiers

DEATH-IN-SERVICE

- If you die while still an active employee, your survivor MAY be entitled to death benefits
- In the event of your death, your supervisor needs to contact the local Civilian Personnel Advisory Center (CPAC)
- CPAC will contact ABC-C
- An ABC-C counselor will contact the survivor within 24 hours

Civilian Soldiers

ON-APPROPRIATED FUND (NAF) RETIREMENT PROCESSING

NAF Retirement System - Contact nearest NAF office CSRS Retirement Plan - Contact the ABC-C



PERSONNEL PROFESSIONALS IN PARTNERSHIP

FEHB & RETIREMENT

Self Only



Self & Family

Additional Information:

www.opm.gov/insure/hea Ith

OPM felilian 888-767-6738

FEHB & RETIREMENT

CONTINUATION INTO RETIREMENT

- Retire on an immediate annuity
- Be insured on the date of retirement
- Covered for the 5 years of service prior to retirement or since your FIRST opportunity to enroll
- Coverage as a family member under FEHB or CHAMPUS/TRICARE counts towards 5 year requirement, however, (employee must be enrolled in FEHB prior to retirement)

FEHB & RETIREMENT

CONTINUATION INTO RETIREMENT

- Requirements for automatic waiver during Agency Buyout Period
- Enrolled continuously since December 30, 2003 or the beginning date of an agency's latest statutory buyout authority
- Employee(s) must:
 - Retire during the agency's statutory buyout period;
 and
 - Receive a buyout under the agency's statutory buyout period; or
 - Take <u>Early</u> Optional Retirement as a result of above; <u>or</u>
- Take a Discontinued Service Retirement (DSR) based on an involuntary separation due to RIF, directed reassignment, reclassification to a lower grade, or abolishment of position

Civilian Soldiers

SIINNARTINA AMARI

RETIREMENT

- Cost of FEHB is the same for retirees and active employees except that premiums are paid on a monthly basis vs. bi-weekly
- Same Open Season and qualifying life event opportunities as active employees
- Same FEHB plans available to retirees as active employees
- Once you cancel FEHB coverage in retirement, you can never re-enroll
- At age 65, you must enroll in Medicare and it becomes your primary and your FEHB plan becomes your secondary provider

Civilian Soldiers

FEHB & RETIREMENT

- Retirees can suspend FEHB for TRICARE or Medicare and return to FEHB coverage during Open Season or immediately upon involuntarily losing non-FEHB coverage
- Retirees do not participate in Premium Conversion
- Your spouse is eligible to continue FEHB coverage after your death <u>only</u> if you have Self and Family coverage and you elect to provide a survivor benefit at retirement

Civilian Soldiers



Additional Information: www.opm.gov/insure/life OPM Tel: 1-888-767-6738

Civilian Soldiers Supporting A

merica's Soldiers

FEGLI & RETIREMENT CONTINUATION INTO RETIREMENT

- Retire on an immediate annuity
- Insured on date of retirement
- Insured for the 5 years of service prior to retirement OR since your FIRST opportunity to enroll
- Election Form: SF2818 Continuation of Life Insurance Coverage

BASIC LIFE OPTIONS:

Basic Insurance Amount (BIA) is based on your final annual salary rounded up, plus \$2,000. Ex: \$36,400 = \$37,000 + \$2,000 = Amt of Basic Ins \$39,000

Options

Before age 65

After age 65

1. 75% reduction

BIA x .3250 (per \$1,000)

Coverage reduces 2% per ex: \$12.68 per mand 7.5 mths until it reaches a final value of \$9,750

2. 50% reduction

BIA x .9250 (per \$1,000)

BIA x.

NO COST

6000 (per \$1,000)

month ex: \$23.40 per month

ex: \$36.08 per Coverage reduces 1% per mth for 50 mths until it reaches a final value of \$19,500

3. NO reduction 1.8300 (per \$1,000) ex: \$71.37 per month BIA x 2.1550 (per \$1,000) BIA x

ex: \$84.05 per month

Civilian Soldiers Supporting A

nerica's Sololers

OPTION A - STANDARD COVERAGE:

OPTION A - Standard = \$10,000

Age Group	Monthly C	<u>os</u> t
Under 35	\$0.65	
35 thru 39	\$0.87	
40 thru 44	\$1.30	
45 thru 49	\$1.95	
50 thru 54	\$3.03	1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
55 thru 59	\$5.85	
60 thru 64	\$13.00	INSURED
65 & Above	NO COST	

At age 65 coverage reduces by 2% per month for 37.5 months until it reaches \$2,500.

OPTION B - ADDITIONAL COVERAGE (1 - 5 MULTIPLES OF PAY):

OPTION B - Ex: Annual Salary \$36,400 1x Multiple elected =

<u>\$37,000</u>		
Age Group	Mthly Cost @ \$1000	Mthly Cost
Under 35	\$0.065	\$2.41
35 thru 39	\$0.087	\$3.22
40 thru 44	\$0.130	\$4.81
45 thru 49	\$0.195	\$7.22
50 thru 54	\$0.303	\$11.21
55 thru 59	\$0.607	\$22.46
60 thru 64	\$1.300	\$48.10
65 thru 69	\$1.560	\$57.72
70 thru 74	\$2600	\$9620
75 thru 79	\$3<i>9</i>00	\$144.30
80 & Above	\$5200	\$19240

<u>FULL Reduction</u>: At age 65, no cost & coverage reduces by 2% per month for 50 months at which time coverage ends <u>NO Reduction</u>: Coverage and premium continues

OPTION C - FAMILY COVERAGE

(1 - 5 MULTIPLES OF PAY):

OPTION C - Spouse = \$5,000 (1x Multiple) / Each Child = \$2,500 (1x Multiple)

Mthly Cost per Multiple	Mthly Cost (1x)
\$0.59	\$0.59
\$0.74	\$0.74
\$1.00	\$1.00
\$1.30	\$1.30
\$1.95	\$1.95
\$3.14	\$3.14
\$5.63	\$5.63
\$6.50	\$6.50
\$7.37	\$7.37
\$9.75	\$9.75
\$13.00	\$13.00
	\$0.59 \$0.74 \$1.00 \$1.30 \$1.95 \$3.14 \$5.63 \$6.50 \$7.37 \$9.75

<u>FULL Reduction</u>: At age 65, no cost & coverage reduces by 2% per month for 50 months at which time coverage will end <u>NO Reduction</u>: Coverage and premium will continue

TSP & RETIREMENT



Thrift Savings Plan (TSP)

www.tsp.gov

Telephone: 1-877-968-

3778

TDD: 1-877-847-4385

Mailing Address:

Post Office Box 385021

Birmingham, AL 35238

Monday through Friday

7:00 a.m. - 9:00 p.m. ET

merica's Soldiers

TSP & RETIREMENT OPTIONS:

- Automatic cashout (accounts less than \$200)
- Leaving money in the TSP
- Partial Withdrawal of at least \$1,000 (one time in career)
- Full Withdrawal
 - Single payment
 - Monthly payments
 - Life annuity
- Mixed Withdrawal

HOW TO APPLY:

TSP-70 FORM - Withdrawal Request

TSP CATCH-UP CONTRIBUTIONS

- Open to TSP participants age 50 or older
- Not eligible for agency automatic
 1% matching contribution
- Limited to \$5,000 for year 2007

- Must make new election each

Ele**Vffor**s made via EBIS at:

https://www.abc.army.mi

IVRS at 1-877-276-9287



LONG TERM CARE **INSURANCE (LTCI)**

Want to talk with a Certified Long Term **Care Insurance Consultant?**

Tel: 1-800-LTC-FEDS (1-800-

582-3337)

TTY: 1-800-843-3557

Mon - Fri 8 a.m. - 8 p.m. EST

Sat 9 a.m. - 5 p.m.

EST

Closed Sun and Federal holidays.
Offered by: John Hancock

http://wwMettiteds.com

FLEXIBLE SPENDING ACCOUNTS (FSA)

To receive more information regarding FSAs, please contact a SHPS counselor.

Email: FSAFEDS@shps.net

Telephone: 1-877-FSAFEDS (372-3337)

TTY: 1-800-952-0450

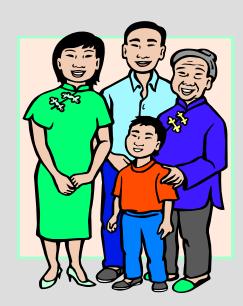
- Mon-Fri 9 am 9 pm Eastern Time
- Closed Weekends and Holidays
- http://www.fsafeds.com

DESIGNATION OF

BENEFICIARY

Beneficiary Forms:

- SF 1152 (Unpaid Comp)
- SF2823 (FEGLI)
- SF 2808 (CSRS)
- TSP 3 (TSP)



Order of Precedence:

- Court Order
- Designation of Beneficiary
- Widow or Widower
- Children (and/or descendants of deceased children)
- Parents
- Executor or Administrator of Estate
- Next of Kin

Civilian Soldiers Supporting A merica's Soldiers

- 180 days prior to retirement:
 - Contact the ABC-C for retirement estimate & information
- 120 days prior to retirement:
 - Download forms from ABC-C website or contact ABC-C for forms
 - Call ABC-C with questions on retirement estimate
 - Call ABC-C for help with the retirement forms
- 90-120 days prior to retirement:
 - Mail retirement forms to ABC-C

- ABC-C receives your retirement package:
 - Sends letter acknowledging receipt
 - Does quick review of retirement package
 - Sends letter requesting missing forms
 - Requests OPF
- 30-60 days prior to retirement:
 - Retirement package assigned to counselor

- ABC-C retirement counselor:
 - Reviews OPF for service history
 - Thoroughly reviews retirement package for missing, incomplete, incorrect forms
 - Contacts you about missing forms
 - Contacts you for final retirement counselor
- 2 4 week prior to retirement:
 - Retirement package processing is completed
 - Retirement package is mailed to payroll
 - √ Good stateside address & contact phone number

- 2 4 weeks after retirement:
 - Final paycheck is received
 - Lump sum annual leave is paid
 - Lump sum VSIP is paid
 - Bi-weekly VSIP payments begin
- 8 10 weeks after retirement:
 - Receive 1st INTERIM payment
 - Receive letter from OPM with CSA number

Office of Personnel
Management Retirement
Operations Center
P.O. Box 45
Boyers, PA 16017

www.opm.gov email: retire@opm.gov Tel: 1-888-767Social Security
Administration
www.ssa.gov
www.medicare.gov
Tel: 1-800-

772-1213

IRS Publication 721
www.irs.gov
Tel: 1-800-Tax-

6738

FOR ADDITIONAL RETIREMENT INFORMATION

CONTACT THE ABC-C

- Toll Free 1-877-276-9287 (TDD 1-877-276-9833)
- Korea: 00798-14-800-4766
- Japan: 00531-1-20378
- Belgium: 0800-78245
- Germany: 0800-1010282
- Italy: 0800-780821
- Counselors are available from 6 am 6 pm CT
- Website: https://www.abc.army.mil
- Mailing Address: 301 Marshall Avenue, Ft. Riley, KS 66442-5004

Civilian Soldiers Supporting A merica's Soldiers

ANY QUESTIONS?

